

Functional Series 200
USAID Program Assistance

INTERIM UPDATE #6

SUBJECT: USAID Office of U.S. Foreign Disaster Assistance (OFDA) Guidance For FY 1999 Replacing USAID Handbook 8

SUPERSEDES: **General Notice**, USAID Office of U.S. Foreign Disaster Assistance (OFDA) Guidance for FY 1998 Replacing Handbook 8

Please note: ADS Chapter 251, International Disaster Assistance is still active. **This** Interim Update does NOT supersede ADS 251.

EFFECTIVE DATE: April 12, 1999

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ACTION OFFICE(S): !OFDA
INFO OFFICE(S): AAAF AAAF01 AAG ACIS AFEA AFMS AFSD01
AFSD02 AFSD03 AFSD04 AFSD05 ASHA ASOM
BAA BHR BTF CRTF ECA ENEI ENI ENOIM ENR
EPER FFP FFP14 FFP19 FFP28 GAFS GCBHR
GENR IGHLC IGPS ITCO LARRY MIIS MPI GC
OPA OPE OPOD OPPS PDSP POP PPCE PPEV03
PPHR01 PPHR02 PVC SEC TRASH TRAV Y2K Y2K2

INFO LOG-00 AF-01 AGRE-00 AIT-03 AMAD-01 AS-01 A-00
CA-02 CIAE-00 CCOE-00 DODE-00 ANHR-01 WHA-01 SRPP-00
EAP-01 EB-00 EUR-01 OIGO-01 UTED-00 FDRE-01 FSI-00
HHS-01 H-01 IM-01 TEDE-00 INR-00 IO-00 L-01
MCO-01 ADS-00 MMP-00 M-00 NEA-01 DCP-01 NSAE-00
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PRS-00 DTSP-00 SSO-00 SS-00 TRSE-00 USIE-00 SA-01
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SOURCE: KODAKC.013012
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APPROVED BY: AID/BRR/OFDA/D:HRWILLIAMS

AID/BRR/OFDA:RRWILLIAMS (PRONE) AID/BRR/OFDA:JKLEMENT (PRONE)
AID/BRR/OFDA:PBRAOFORD (PRONE) AID/BRR/OFDA:JRACKEN (PRONE)
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TO ALL DIPLOMATIC AND CONSULAR POSTS PRIORITY
CIS COLLECTIVE PRIORITY
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E.O. 12958: N/A

TAGS:

SUBJECT: USAID OFFICE OF U.S. FOREIGN DISASTER ASSISTANCE
(OFDA> GUIDANCE FOR FY 1999 REPLACING USAID RANDBOOK 8

REF: (A) FY 98 STATE 004994 (JANUARY 10, 1998)

1. SUMMARY

TRIS CABLE PROVIDES GUIDANCE TO ALL POSTS CONCERNING THE FUNCTIONS OF USAID'S OFFICE OF U.S. FOREIGN DISASTER ASSISTANCE IN THE BUREAU FOR HUMANITARIAN RESPONSE (USAID/BRR/OFDA), AND IT DISCUSSES THE KINDS OF SUPPORT OFDA PROVIDES WHEN DISASTERS OCCUR. POSTS MAY CONTACT OFDA REGARDING SITUATIONS NOT COVERED IN TRIS GUIDANCE, OR WHEN THE POST BELIEVES DEVIATION FROM TRIS GUIDANCE IS IMPORTANT FOR EFFECTIVE DISASTER RESPONSE. ISSUES RELATED TO "Y2K" ARE NOT/REPEAT NOT ADDRESSED IN THIS CABLE. OFDA WILL SEND A SEPARATE CABLE ON OR ABOUT APRIL 5 ADDRESSING Y2K-RELATED ISSUES. THE GUIDANCE PROVIDED IN TRIS CABLE SUPERSEDES THE GUIDANCE PROVIDED IN REFTEL A AND SHOULD BE

USED IN CONJUNCTION WITH AUTOMATED DIRECTIVE SYSTEM (ADS) 251 ON DISASTER ASSISTANCE. OFDA'S MISSION IS TO MINIMIZE

AND, WHERE POSSIBLE, PREVENT LOSS OF LIFE, HUMAN SUFFERING, AND DAMAGE TO ECONOMIC ASSETS IN DISASTER STRICKEN COUNTRIES AROUND THE WORLD. OFDA FUNDS DISASTER-RELATED ACTIVITIES BEFORE, DURING, OR AFTER A DISASTER. OFDA RESPONDS TO NATURAL AND MAN-MADE DISASTERS AND COMPLEX EMERGENCIES WHEN LIVES ARE AT RISK AND THE

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HOST COUNTRY IS BOTH INCAPABLE OF MANAGING THE CRISIS WITH ITS OWN RESOURCES AND WILL ACCEPT U.S. GOVERNMENT ASSISTANCE. OFDA'S DISASTER RESPONSE AND MITIGATION DIVISION (DRM) WORKS WITH OTHER OFFICES WITHIN USAID AND OTHER U.S. GOVERNMENT AGENCIES TO INCORPORATE DEVELOPMENT CONCEPTS INTO ITS DISASTER RESPONSE, AND TO INCORPORATE DISASTER CONCEPTS INTO USAID DEVELOPMENT PROGRAMS.

2. BACKGROUND

USAID IS CHARGED WITH COORDINATING THE USG RESPONSE TO DECLARED DISASTERS IN FOREIGN COUNTRIES WORLDWIDE. OFDA ADDRESSES THE IMMEDIATE NEEDS OF DISASTER VICTIMS BUT ALSO THE UNDERLYING CONDITIONS OF HAZARDOUSNESS AND VULNERABILITY THAT CREATE DISASTER RISKS AND EXACERBATE - - IMPACTS DURING PROLONGED COMPLEX EMERGENCIES. OFDA IS PART OF USAID'S BUREAU FOR HUMANITARIAN RESPONSE (BHR). BHR ALSO INCLUDES THE OFFICES OF FOOD FOR PEACE (FFP), TRANSITION INITIATIVES (OTI), PRIVATE AND VOLUNTARY COOPERATION (PVC) AND AMERICAN SCHOOLS AND HOSPITALS ABROAD (ASHA). OFDA'S DIRECTOR IS MR. ROY WILLIAMS (PHONE: 202-712-0702), AND ITS DEPUTY DIRECTOR IS MR. WILLIAM GARVELINK (PHONE: 202-712-1809). OFDA IS DIVIDED INTO THREE DIVISIONS: DISASTER RESPONSE AND MITIGATION(DRM), HEADED BY MS. JULIE KLEMENT, ASSISTANT DIRECTOR, BHR/OFDA/DRM (PHONE:202-712-0817); PROGRAM SUPPORT (PS), HEADED BY MS. JEAN HACKEN, ASSISTANT DIRECTOR, BHR/OFDA/PS (PHONE: 202-712-4773); AND OPERATIONS SUPPORT (OS), HEADED BY MR. PETE BRADFORD, ASSISTANT DIRECTOR, BHR/OFDA/OS (PHONE: 202-712-1009).

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3. OFDA RESPONSE TO DECLARED DISASTERS

A. FOR ADMINISTRATIVE PURPOSES, OFDA DEFINES A DISASTER AS AN EVENT OR CRISIS SITUATION CAUSED BY NATURE OR HUMAN BEINGS WHICH THREATENS HUMAN LIFE, HEALTH, OR LIVELIHOOD, AND THE RESULTS OF WHICH ARE OF SUCH A MAGNITUDE THAT THE HOST GOVERNMENT NEEDS ASSISTANCE TO RESPOND ADEQUATELY. OFDA DISASTER ASSISTANCE FUNDS CAN BE ACCESSED ONLY AFTER AN OFFICIAL DECLARATION OF DISASTER HAS BEEN MADE BY THE U.S. AMBASSADOR OR CHIEF OF MISSION TO THE AFFECTED COUNTRY. (THE ASSISTANT SECRETARY OF STATE FOR THE APPROPRIATE REGION OF THE U.S. DEPARTMENT OF STATE IN

WASHINGTON MAY DECLARE A DISASTER FOR COUNTRIES WITHOUT OFFICIAL U.S. DIPLOMATIC PRESENCE. SUCH DISASTER DECLARATIONS ARE MADE BY MEMOS FROM STATE TO USAID/BHR/OFDA). DISASTER DECLARATIONS MADE BY THE CHIEF OF MISSION IN THE AFFECTED COUNTRY SHOULD BE ISSUED VIA CABLE IMMEDIATELY AFTER THE TRIGGERING EVENT. THE CABLE SHOULD DESCRIBE THE DISASTER EVENT AND SPECIFICALLY DESCRIBE: 1) THE EXTENT TO WHICH THE HOST COUNTRY NEEDS ASSISTANCE TO RESPOND ADEQUATELY TO THE DISASTER; 2) WHETHER THE HOST GOVERNMENT HAS REQUESTED OR WILL ACCEPT U.S. ASSISTANCE; AND 3) HOW PROVIDING ASSISTANCE IS IN THE INTEREST OF THE U.S. A DISASTER DECLARATION IS EFFECTIVE ONLY FOR THE FISCAL YEAR IN WHICH IT IS ISSUED AND MUST BE RE-DECLARED IF THE EMERGENCY SITUATION CONTINUES INTO A NEW FISCAL YEAR.

B. ONCE THE CHIEF OF MISSION HAS CABLED IN A WRITTEN DISASTER DECLARATION, OFDA MAY RESPOND IN A VARIETY OF

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WAYS IN CONSULTATION WITH THE POST. THE CHIEF OF MISSION MAY REQUEST UP TO US DOLS 25,000 IN CASH, SUPPLIES, OR SERVICES FROM THE INTERNATIONAL DISASTER ASSISTANCE ACCOUNT. ADDITIONAL OFDA DISASTER RELIEF FUNDS MAY BE REQUESTED FROM OFDA TO SUPPORT ACTIVITIES IN THE FOLLOWING ESSENTIAL AREAS: SHELTER, WATER AND SANITATION, HEALTH, LOGISTICS, TECHNICAL ASSISTANCE, AND, IN SPECIAL CASES, FOOD. BEGIN NOTE. OCCASIONALLY, COMMERCIAL TRANSPORTATION ACCIDENTS AND VARIOUS OTHER TYPES OF

SAFETY-RELATED ACCIDENTS GENERATE DISASTER DECLARATIONS. OFDA UNDERSTANDS THAT SUCH DECLARATIONS ARE USUALLY MEANT AS EXPRESSIONS OF CONCERN FROM THE AMERICAN PEOPLE FOR THE ACCIDENT VICTIMS AND THEIR FAMILIES. FREQUENTLY, THESE ACCIDENTS DO NOT EXCEED THE ABILITY OF THE COUNTRY TO RESPOND AND TECHNICALLY SHOULD NOT BE DECLARED AS DISASTERS. HOWEVER, THERE ARE TIMES WHEN CHIEFS OF MISSION FEEL VERY STRONGLY THAT IMMEDIATE DISASTER RELIEF ASSISTANCE SHOULD BE PROVIDED TO THE LIVING VICTIMS OF THESE TYPES OF ACCIDENTS. IN SUCH RARE INSTANCES AND FOLLOWING INFORMAL PRIOR CONSULTATIONS BETWEEN THE AFFECTED PCST AND CFDA, THIS OFFICE MAY AGREE THAT THE POST COULD DEVELOP AN APPROPRIATE RESPONSE WITHIN THE INITIAL US DOLS 25,000. THESE ACCIDENT-RELATED DISASTER RESPONSES SHOULD NOT EXTEND BEYOND THE INITIAL US DOLS 25,000 CEILING. END NOTE.

C. SHELTER. CFDA CAN PROVIDE EMERGENCY SHELTER SUPPLIES FROM ITS REGIONAL STOCKPILES (IN ITALY, GUAM, AND THE USA) IN THE CASE OF HURRICANES, EARTHQUAKES, OR SUDDEN POPULATION DISPLACEMENTS DUE TO WAR OR CIVIL STRIFE. CFDA MAY ALSO SUPPORT LOCAL PURCHASE OF SHELTER MATERIALS, IF
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NEEDED. CFDA-STOCKED COMMODITIES INCLUDE PLASTIC

SHEETING, TENTS, POLYESTER AND WOOL BLANKETS, WATER CONTAINERS, AND OTHER ESSENTIAL RELIEF COMMODITIES.

D. WATER. WHERE DISASTER RELIEF REQUIREMENTS DICTATE, OFDA MAY SUPPORT DIRECTLY OR INDIRECTLY THROUGH PRIVATE VOLUNTARY ORGANIZATIONS (PVOS) SUCH ACTIVITIES AS TECHNICAL ASSESSMENT, WELL REHABILITATION, OR POTABLE WATER PRODUCTION AND LOCAL DISTRIBUTION TO CRITICAL AREAS. OFDA ALSO HAS THE ABILITY TO PROVIDE A LIMITED NUMBER OF PORTABLE WATER PURIFICATION UNITS OR OTHER EMERGENCY WATER SOURCES. TO SUPPORT SUCH OPERATIONS, OFDA MAY DEPLOY 3,000-GALLON, COVERED WATER TANKS AND FIVE-GALLON COLLAPSIBLE WATER CONTAINERS FROM ITS STOCKPILES FOR STORAGE AND TRANSPORTATION OF WATER, WHERE APPROPRIATE.

E. SANITATION. IN THE CASE OF DISPLACED POPULATIONS, OFDA SUPPORTS SANITATION ASSESSMENTS AND THE DEVELOPMENT

OF EMERGENCY SANITATION FACILITIES.

F. HEALTH. OFDA SUPPORTS PRIVATE VOLUNTARY ORGANIZATIONS (PVOS), NON-GOVERNMENTAL ORGANIZATIONS (NGOS), U.N. AGENCIES, AND INTERNATIONAL ORGANIZATIONS (LOS), SUCH AS - THE INTERNATIONAL COMMITTEE OF THE RED CROSS (ICRC), PROVIDING EMERGENCY MEDICAL AND HEALTH-RELATED SERVICES TO AFFECTED POPULATIONS. . OFDA ALSO PROVIDES FUNDING FOR PUBLIC HEALTH ASSESSMENTS, ESSENTIAL MEDICINES AND RELATED SUPPLIES, AND COMPREHENSIVE HEALTH SUPPORT PROGRAMS, INCLUDING PERSONNEL COSTS. OFDA WILL NOT FUND THE PHYSICAL RECONSTRUCTION OF HOSPITALS OR CLINICS, BUT WILL

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SUPPORT PUBLIC HEALTH INTERVENTIONS, EMERGENCY IMMUNIZATION PROGRAMS, AND CLINICAL PUBLIC HEALTH SERVICES FOR SPECIFICALLY TARGETED GROUPS FOLLOWING DISASTERS.

G. FOOD. THE U.S. GOVERNMENT'S FOOD PROGRAMS ARE ADMINISTERED BY USAID'S OFFICE OF FOOD FOR PEACE IN THE BUREAU FOR HUMANITARIAN RESPONSE (BUR/FFP) AND THE U.S. DEPARTMENT OF AGRICULTURE (USDA). WHILE OFDA DOES NOT GENERALLY PROVIDE DIRECT FOOD ASSISTANCE, IT HAS PROVIDED FUNDS TO POSTS TO PURCHASE EMERGENCY FOOD SUPPLIES LOCALLY AND FUNDED EMERGENCY PVO/NGO INTERNAL PURCHASE PROGRAMS WHEN THERE IS NO FOOD AID IN THE PIPELINE. OFDA HAS ALSO PURCHASED BLENDED FOODS FOR SUPPLEMENTARY OR THERAPEUTIC FEEDING PROGRAMS.

H. LOGISTICS. OFDA SOMETIMES FUNDS AIR TRANSPORT OF EMERGENCY COMMODITIES WHEN URGENT DELIVERY REQUIREMENTS DICTATE. IN THE CASE OF MAJOR AIRLIFT OPERATIONS, OFDA POLICY IS TO SHARE THE BURDEN OF THIS EXPENSIVE RESPONSE MODE WITH OTHER MEMBERS OF THE DONOR COMMUNITY. WHEN AN EMERGENCY IS PARTICULARLY ACUTE AND LIMITED IN SCOPE, EMERGENCY AIRLIFT SERVICES MAY BE PROCURED DIRECTLY BY

OFDA. WHEN DELIVERY OF SUPPLIES IS NOT AS URGENT, OFDA CAN ALSO CONTRACT TRANSPORTATION SERVICES VIA SEALIFT OR LAND TRANSPORT. IF OFDA IS TO RESPOND TO A REQUEST TO DELIVER RELIEF COMMODITIES, IT IS ESSENTIAL THAT THE REQUEST INDICATE ANY LIMITATIONS OF THE SIZE AND CAPACITY OF THE RECEIVING AIRPORT, SEAPORT, AND/OR WAREHOUSE,

INCLUDING THE AVAILABILITY OF DISCHARGE LABOR AND
FACILITIES. THE REQUEST SHOULD ALSO INDICATE WHETHER
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DEPARTMENT OF DEFENSE AND UNIFORMED SERVICE PERSONNEL ARE
AUTHORIZED TO TRAVEL IN-COUNTRY. MOST IMPORTANT, THE
REQUEST SHOULD IDENTIFY, BY NAME, THE RESPONSIBLE
CONSIGNEE AND IN-COUNTRY POINT OF CONTACT INCLUDING PHONE
NUMBER AND FAX NUMBER FOR BETTER COORDINATION AND RECEIPT
OF INCOMING COMMODITIES. PVOS/NGOS RECEIVING P.L. 480
TITLE IL FOOD COMMODITIES ALSO SUBMIT FOOD DISTRIBUTION
PROJECT PROPOSALS TO OFDA TO FUND CERTAIN MANAGEMENT AND
DISTRIBUTION COSTS. IN DIRE SITUATIONS WHERE LIVES ARE AT
RISK AND GROUND TRANSPORTATION ROUTES ARE DISRUPTED, OFDA
MAY FUND AIRLIFTS OF EMERGENCY FOOD SUPPLIES.

I. TECHNICAL ASSISTANCE. OFDA CAN DISPATCH PERSONNEL TO
PROVIDE SERVICES TO THE MISSION, PERFORM ASSESSMENTS,
SERVE AS TECHNICAL EXPERTS IN ALL DISASTER RESPONSE
SECTORS, AND ASSIST IN MANAGEMENT OF THE DISASTER. OFDA
REGIONAL ADVISORS CAN QUICKLY BE DISPATCHED TO A DISASTER
AFFECTED COUNTRY. IN RESPONSE TO LARGE-SCALE DISASTERS,
OFDA CAN SEND A DISASTER ASSISTANCE RESPONSE TEAM (DART)
WHICH CAN INCLUDE DISASTER MANAGERS, LOGISTICIANS,
EPIDEMIOLOGISTS, EMERGENCY PUBLIC HEALTH CONSULTANTS,
CONTRACT OFFICERS, INFORMATION OFFICERS, SPECIALISTS IN
COMMUNICATIONS AND SHELTER, AND OTHERS AS REQUIRED. WHEN
OFDA DISPATCHES A DART TO A DISASTER-AFFECTED AREA, THE
DART MAY NEED ASSISTANCE FROM THE RELEVANT POST(S) IN
IMPORTING AND LICENSING THE COMMUNICATIONS EQUIPMENT
NECESSARY FOR THE DART TO PERFORM ITS FUNCTIONS
EFFECTIVELY. THIS MAY INCLUDE ITEMS SUCH AS GEOGRAPHIC
POSITIONING SYSTEM UNITS, HANDHELD RADIOS, SATPHONES, HF
RADIOS, OR COMPUTERS AND DIGITAL CAMERAS. IN ACCORDANCE
WITH THE TAMPERE CONVENTION OF 1998, OFDA REQUESTS THAT
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POSTS ASSIST OFDA, WHEN NECESSARY, IN ARRANGING THE
IMPORTING AND LICENSING OF THE EQUIPMENT AND IN PROVIDING
EMBASSY, NGO, U.N, AND AFFECTED GOVERNMENT RADIO

FREQUENCIES, AS APPROPRIATE. THE TAMPERE CONVENTION, SIGNED BY THE USG AND AT LEAST 36 OTHER NATIONS STATES THAT PARTIES TO THE CONVENTION SHALL COOPERATE AMONG THEMSELVES AND WITH NON-STATE ENTITIES AND INTERGOVERNMENTAL ORGANIZATIONS TO FACILITATE THE DEPLOYMENT AND USE OF TELECOMMUNICATION RESOURCES FOR DISASTER MITIGATION AND RELIEF.

J. OTHER. OFDA'S MANDATE PROVIDES CONSIDERABLE FLEXIBILITY IN THE WAYS IN WHICH IT MAY RESPOND TO DISASTERS. OFDA RESPONDS ON A DEMAND-DRIVEN BASIS TO EMERGENCY RELIEF NEEDS. WHEN EMERGENCY NEEDS DICTATE, OFDA CAN SUPPORT A WIDE RANGE OF ACTIVITIES INCLUDING SUPPORT FOR PVO/NGO FOOD MONITORING AND SURVEILLANCE, DONOR COORDINATION UNITS, EMERGENCY PERSONNEL IN INTERNATIONAL ORGANIZATIONS, SEARCH AND RESCUE TEAMS.

4. PREVENTION, MITIGATION, AND PREPAREDNESS(PMP)

A. MOST COUNTRIES ARE VULNERABLE TO HAZARDS. HAZARDS MAY INCLUDE DROUGHTS, FLOODS, STORMS, EARTHQUAKES, VOLCANOS, PESTS AND EPIDEMICS, CIVIL CONFLICT AND TECHNOLOGICAL EMERGENCIES. SUCH CONFLICTS AND HAZARDS CAN THREATEN DEVELOPMENT INVESTMENTS AND SUSTAINABLE DEVELOPMENT INITIATIVES. USAID, THEREFORE, HAS ADOPTED "LIVES SAVED, SUFFERING REDUCED, AND DEVELOPMENT POTENTIAL REINFORCED" AS ONE OF ITS FIVE STRATEGIC GOALS. TARGETED PMP MEASURES THAT REDUCE DISASTER IMPACTS CONTRIBUTE TO THIS AGENCY

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GOAL AND HAVE A MUCH HIGHER SOCIO-ECONOMIC PAYOFF THAN EX POST FACTO DISASTER RELIEF. CONSEQUENTLY, IT IS IMPORTANT THAT POSTS ASSESS THE RISKS POSED BY HAZARDS AND ENSURE THAT POTENTIAL NEGATIVE IMPACTS ARE MINIMIZED WITHIN THE CONTEXT OF ONGOING DEVELOPMENT EFFORTS.

B. DISASTERS AND THEIR IMPACTS NEED NOT BE MANAGED AS UNFORESEEN CRISES, GIVEN CURRENT UNDERSTANDING OF UNDERLYING CAUSES AND RISKS. OFDA HAS DEVELOPED A DIVERSIFIED APPROACH TO REDUCE DISASTER RISKS THROUGH PREVENTION AND PREPAREDNESS STRATEGIES, AS WELL AS THROUGH ATTEMPTS TO REDUCE VULNERABILITY AND BOOST CAPACITY IN THE COURSE OF PROVIDING IMMEDIATELY NEEDED DISASTER RELIEF.

CONGRESS RECOGNIZES THIS BROADER APPROACH IN THE LEGISLATION GOVERNING INTERNATIONAL DISASTER ASSISTANCE (SECTION 491 OF THE FOREIGN ASSISTANCE ACT), DEFINING IT TO INCLUDE "ASSISTANCE RELATING TO DISASTER PREPAREDNESS, AND TO THE PREDICTION OF, AND CONTINGENCY PLANNING FOR, NATURAL DISASTERS ABROAD", IN ADDITION TO RELIEF AND REHABILITATION.

C. OFDA'S DRM DIVISION MAINTAINS A VARIETY OF INSTITUTIONAL RELATIONSHIPS WITHIN AND OUTSIDE THE USG THROUGH WHICH PMP EXPERTISE AND EFFORTS CAN BE MOBILIZED. OFDA FUNDS BOTH REGIONAL AND HAZARD-SPECIFIC PROGRAMS INCLUDING CARIBBEAN AND ASIAN URBAN DISASTER MITIGATION, FAMINE MITIGATION ACTIVITIES IN THE GREATER HORN OF AFRICA AND ELSEWHERE, VOLCANO MONITORING, DISASTER MANAGEMENT TRAINING, AND OTHERS. OFDA'S PMP PROGRAMMING IS GENERALLY DONE ON A REGIONAL OR WORLDWIDE, RATHER THAN BILATERAL, BASIS. OFDA STAFF CAN PROVIDE ANALYTICAL, TECHNICAL, AND

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SCIENTIFIC EXPERTISE TO BOTH OFDA AND MISSIONS AND ARE AVAILABLE TO ASSIST IN ASSESSING VULNERABILITY AND DESIGNING AND IMPLEMENTING PMP MEASURES IN DISASTER-PRONE COUNTRIES. OFDA SUPPORT FOR PMP ACTIVITIES IS INDEPENDENT OF DISASTER DECLARATIONS. HOWEVER, OFDA DOES CONSIDER PMP EFFORTS AN INTEGRATED FUNCTION OF ITS DISASTER RESPONSE ACTIVITIES AND ENCOURAGES ITS IMPLEMENTING PARTNERS TO INCORPORATE PMP TECHNIQUES INTO THEIR DISASTER RESPONSE ACTIVITIES.

5. ACCOUNTABILITY

USAID GENERALLY PROVIDES GRANT FUNDING TO PVOS, NGOS, LOS, AND FOREIGN GOVERNMENTS, OR EXECUTES CONTRACTS FOR DISASTER ASSISTANCE PROGRAMS. THESE RECIPIENTS AND CONTRACTORS ARE ACCOUNTABLE FOR FUNDS, SUPPLIES, MATERIALS, AND EQUIPMENT IN ACCORDANCE WITH THE TERMS OF THEIR GRANTS AND CONTRACTS. USAID MISSIONS IN RECIPIENT COUNTRIES ARE RESPONSIBLE FOR MONITORING THE DISASTER RESPONSE AND IMPLEMENTATION OF ASSISTANCE PROGRAMS ADMINISTERED BY GRANTEES AND CONTRACTORS. FOR EXAMPLE, OFDA AND THE U.S. MISSION MAY AGREE BY CABLE OR EMAIL THAT

A MEMBER OF THE DART MAKE CERTAIN PURCHASES UNDER A CONTRACTING WARRANT, OR THAT THE MISSION OR OFDA ISSUE A PURCHASE ORDER TO A DART MEMBER FOR MISCELLANEOUS SUPPLIES AND SERVICES RELATED TO THE DISASTER RESPONSE, UP TO A CERTAIN AMOUNT. IN THOSE CASES WHERE AN OFDA DISASTER ASSISTANCE RESPONSE TEAM (DART) IS IN-COUNTRY AND INVOLVED IN THE DISTRIBUTION OF RELIEF FUNDS AND/OR SUPPLIES, RESPONSIBILITY MAY BE DETERMINED BY CABLE AGREEMENTS

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BETWEEN THE U.S. MISSION AND OFDA. IN THE ABSENCE OF CABLE AGREEMENTS, THE MISSION WILL BE RESPONSIBLE. THE U.S. MISSION ALSO SHOULD OBTAIN AND RETAIN RECEIPTS FOR ALL PROPERTY TRANSFERRED TO HOST AGENCIES AND NGOS. THE U.S. MISSION SHOULD MONITOR RELIEF SUPPLIES, WHETHER IMPORTED OR PROCURED LOCALLY, TO ENSURE THEY REACH INTENDED BENEFICIARIES, AND PROVIDE REPORTS TO OFDA ABOUT THE DISTRIBUTION OF SUPPLIES OR IMPLEMENTATION OF A DISASTER PROGRAM. DISASTER ASSISTANCE IS SUBJECT TO THE SAME AUDIT OVERSIGHT AS OTHER FORMS OF AID.

6. QUALIFYING FOR OFDA DISASTER RESPONSE FUNDS

A. OFDA CAN PROVIDE DISASTER RELIEF FUNDS DIRECTLY TO GOVERNMENT DISASTER RESPONSE ORGANIZATIONS, BUT THE PREFERRED RECIPIENTS OF OFDA FUNDS ARE PVOS/NGOS THAT ARE WORKING DIRECTLY WITH THE DISASTER VICTIMS. PVOS/NGOS DO NOT HAVE TO BE AMERICAN, NOR DO THEY HAVE TO BE REGISTERED WITH THE USG. HOWEVER, IF A PROPOSAL COMES FROM AN UNREGISTERED PVO/NGO, OFDA WILL RELY MORE HEAVILY ON THE MISSION'S KNOWLEDGE OF THE PVO/NGO IN MAKING A DECISION

ABOUT FUNDING. THE LOCAL RED CROSS/RED CRESCENT SOCIETIES CAN BE SUPPORTED WITH OFDA FUNDS THROUGH GRANTS TO THE AMERICAN RED CROSS AND THE INTERNATIONAL FEDERATION OF THE RED CROSS AND RED CRESCENT SOCIETIES (IFRC) IN GENEVA. IN EXECUTING A GRANT TO A PVO/NGO, OFDA CAN PROVIDE A MISSION FUND SITE IF THE POST OR USAID MISSION HAS LOCAL CONTRACTING ABILITY, OR AID/W CAN CONTRACT DIRECTLY WITH THE PVO'S U.S. HEADQUARTERS. OFDA ALSO CAN ALLOCATE FUNDS THROUGH USAID'S NEW MANAGEMENT SYSTEM (NMS) IF A USAID

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MISSION IS IN-COUNTRY. ONCE THE GRANT IS EXECUTED, THE LOCAL USG POST BECOMES RESPONSIBLE FOR MONITORING THE PROJECT ON BEHALF OF THE USG. OFDA STILL REQUIRES REPORTS FROM THE PVO/NGO, AS STATED IN PARAGRAPH 5.

B. OFDA ALSO CAN PROVIDE DISASTER RELIEF FUNDS TO UNITED NATIONS ORGANIZATIONS AND OTHER INTERNATIONAL ORGANIZATIONS INVOLVED IN THE COORDINATION OR IMPLEMENTATION OF EMERGENCY PROGRAMS. BEGIN NOTE. IN ADDITION TO ASSISTANCE TO PERSONS DISPLACED WITHIN A COUNTRY, OFDA CAN PROVIDE EMERGENCY ASSISTANCE IN RESPONSE TO REFUGEE EMERGENCIES. HOWEVER, ANY ACTIVITIES INVOLVING UNITED NATIONS HIGH COMMISSIONER FOR REFUGEES (UNHCR) OR OTHER INTERNATIONAL REFUGEE AGENCIES SHOULD BE REFERRED TO THE STATE DEPARTMENT'S BUREAU FOR POPULATION, REFUGEES AND MIGRATION <PRM>. OFDA WORKS CLOSELY WITH STATE/PRM IN THOSE COUNTRIES AFFECTED SIMULTANEOUSLY BY REFUGEE AND INTERNALLY DISPLACED PERSONS DISASTERS. END NOTE.

C. POSTS SHOULD REVIEW PVO/NGO, 10 OR U.N. GRANT PROPOSALS TO ENSURE THAT APPROPRIATE REFINEMENTS ARE MADE BEFORE SENDING PROPOSAL EVALUATIONS BY CABLE TO OFDA/WITH RECOMMENDATIONS. IF AN OFDA REGIONAL ADVISOR OR OTHER OFDA FIELD REPRESENTATIVE IS WORKING WITH POST ON THE DISASTER RESPONSE, THE ADVISOR'S PRIOR CLEARANCE OR COMMENTS NORMALLY SHOULD BE OBTAINED. FROM EXPERIENCE, WE FIND POSTS THAT HAVE CAREFULLY EVALUATED THE PROPOSALS LOCALLY BEFORE SENDING THEM TO WASHINGTON RECEIVE FUNDS MORE QUICKLY THAN THOSE THAT DO NOT. THE MISSION-ENDORSED PROPOSAL IS REVIEWED IN GREAT DETAIL BY ALL OFDA DIVISIONS AND SHARED WITH THE APPROPRIATE USAID GEOGRAPHIC BUREAU,

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AS NECESSARY, BEFORE THE ACTIVITY IS APPROVED AND THE PROCUREMENT REQUEST ENTERED INTO THE NMS, OR THE FUNDS ARE ALLOCATED THROUGH THE NMS TO THE FIELD.

D. NOT ALL OFDA ACTIVITIES INVOLVE GRANT AGREEMENTS. SOME ACTIVITIES ARE CONDUCTED WITH FUNDING PROVIDED BY OFDA FOR CONTRACTS WITH PRIVATE COMPANIES OR PURCHASE

ORDERS FOR SUPPLIES. INTERNATIONAL DISASTER ASSISTANCE LEGISLATION, FAA SEC. 491, AUTHORIZES ASSISTANCE, NOTWITHSTANDING ANY OTHER PROVISION OF LAW, WHICH PERMITS GOODS AND SERVICES TO BE PROCURED FOR DISASTER ASSISTANCE

WITHOUT FOLLOWING STRICTLY STANDARD USG AND USAID PROCEDURES. GOODS AND SERVICES FINANCED WITH DISASTER RESOURCES SHOULD BE REASONABLY PRICED, AND STANDARD PROCEDURES SHOULD BE USED TO THE EXTENT PRACTICABLE, UNLESS THE POST BELIEVES DOING SO MIGHT IMPEDE THE DISASTER RESPONSE. HOWEVER, TO THE EXTENT POSSIBLE, EVEN IN EMERGENCIES, POSTS SHOULD USE PRUDENCE IN CONTRACTING AND VERIFY THAT THE GOODS AND SERVICES COVERED BY A PROPOSAL ARE REASONABLY PRICED AND ARE APPROPRIATE TO THE SITUATION DECLARED TO BE A DISASTER. IN THE CASE OF SOLE SOURCE PROCUREMENT DURING EMERGENCIES, THE POST SHOULD WRITE A MEMORANDUM FOR THE FILES JUSTIFYING THE SELECTION OF THE IMPLEMENTING ORGANIZATION. ANY QUESTIONS REGARDING THE NOTWITHSTANDING CLAUSE CAN BE DIRECTED TO THE REGIONAL LEGAL ADVISOR, OFDA/W, OR AID/GC/BUR. AS WITH GRANTS, THE LOCAL USG POST IS RESPONSIBLE FOR THE MONITORING, PROPER DISBURSEMENT AND ACCOUNTING OF THE DISASTER FUNDS. COMPETING DEMANDS FOR DISASTER ASSISTANCE MAKE IT CRITICAL THAT MISSIONS CONTINUE TO USE THE MOST COST EFFECTIVE AND

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PRUDENT FINANCIAL MANAGEMENT PRACTICES.

7. MONITORING AND REPORTING DURING DISASTERS

A. OFDA RELIES HEAVILY ON MISSION INFORMATION FROM COORDINATION MEETINGS AND FIELD TRIPS TO MONITOR THE OVERALL SITUATION AND DETERMINE NEXT STEPS. OFDA REGIONAL ADVISORS AND OFDA STAFF WILL TRAVEL TO THE DISASTER SITE TO ASSESS NEEDS, MONITOR PROGRESS OF RELIEF EFFORTS, AND PROVIDE ASSISTANCE WHEN APPROPRIATE AND/OR REQUESTED BY POSTS.

B. OFDA REQUESTS THAT DURING MAJOR DISASTERS, POSTS INITIATE REGULAR, NUMBERED SITUATION REPORTS THAT INCLUDE INFORMATION, BY LOCATION WHERE APPROPRIATE, ON THE GENERAL COUNTRY SITUATION; THE LATEST FIGURES ON NUMBERS OF PEOPLE KILLED, HOMELESS, AND AFFECTED; THE ACTIVITIES OF THE UOST

GOVERNMENT, DONORS, UN., AND PVOS/NGOS; AND TUE STATUS OF
VARLOUS OFDA-FUNDED ACTIVITIES. OFDA APPRECIATES REGULAR
REPORTING FROM POSTS AS SUCU REPORTS ASSIST US IN
PERFORMING OUR TASK OF OVERALL USG COORDINATION OF TUE
RELIEF EFFORT. TUE SITREPS ALSO ASSIST US IN PREPARING
FOR CONGRESSIONAL TESTIMONY AND UEARINGS AND INTERVIEWS
WITU TUE PRESS. DURING COMPLEX, ULGU PROFILE DISASTERS,
OFDA'S INFORMATION SUPPORT UNIT PREPARES REGULAR SITREPS
TUAT RECEIVE WIDE DISTRIBUTION TUROUGMOUT TUE USG
(INCLUDING BEING DISPATCHUED TUROUGU TUE CABLE TRAFFIC),
AND TO PVOS/NGOS, UN, AND THE PRESS. AT TUE END OF TUE
YEAR, OFDAS ANNUAL REPORT INCLUDES CASE REPORTS ON ALL
DECLARED DISASTERS DURING TUE FISCAL YEAR, BASED ON
INFORMATION FR0M REPORTING CABLES SUBMITTED BY MISSIONS.

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C. ADDITIONALLY, IN RESPONSE TO USAID DIRECTIVES TO
"MANAGE FOR RESULTS,"(PVOS/NGOS) AND IN ACCORDANCE WITH OFDA'S
(RESULTS REVIEW AND RESOURCES REQUEST), OFDA ALSO WILL
MONITOR AND EVALUATE TUE PERFORMANCE OF RELIEF EFFORTS
DURING AND AFTER DISASTERS. THIS WILL BE DONE IN FULL
COOPERATION WITH PVOS/NGOS IN ACCORDANCE WITH OFDA'S NEW
GRANT PROPOSAL GUIDELINES. THE PVOS/NGOS WILL COLLECT
DATA RELEVANT TO GAUGING THE EFFECTIVENESS OF PROGRANS AND
REPORTS ON TUE ACHIEVEMENT OF USAID AND OFDA STRATEGIC
OBJECTIVES.

8. COORDINATION

OFDA ATTACHES GREAT IMPORTANCE TO COORDINATION WITU TUE
USAID MISSIONS AND U.S. EMBASSIES, THE INTERNATIONAL
COMMUNITY (DONORS,PVOS/NGOS OTHER U.S. GOVERNMENT
AGENCIES INCLUDING THE DEPARTMENT OF DEFENSE, AND HOST
GOVERNMENTS DURING A DISASTER. OFDA ENCOURAGES MISSIONS
TO PUSU FOR DONOR COORDINATION AND HOST GOVERNMENT
COORDINATION GROUPS WUERE NONE EXIST. OFDA IS PREPARED TO
ACTIVELY ENGAGE EUROPEAN AND OTHER CAPITALS WHENEVER
NECESSARY TO PROMOTE BETTER COLLABORATION AND EXCUANGE OF
INFORMATION. OFDA, IN THIS REGARD, WILL CO-FINANCE
EMERGENCY PROGRAMS WITH OTHER DONORS IF THIS PERMITS
OTHERWISE EXPENSIVE BUT URGENTLY NEEDED PROGRAMS TO BE
FUNDED. TO OPTIMIZE DISASTER ASSISTANCE RESPONSE, OFDA

HAS ESTABLISHED A MILITARY LIAISON UNIT (MLU) TO
FACILITATE CIVIL-MILITARY ACTIVITIES. TUE MLU WORKS
WITU MILITARY COUNTERPARTS TO SUPPORT COLLABORATIVE
PLANNING, EFFECTIVE DISASTER RESPONSE, TRAINING AND CIVIL
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MILITARY ACTIVITIES RELATED TO PREVENTION, MITIGATION, AND
PREPAREDNESS INITIATIVES.

9. OFDA POINTS OF EMERGENCY CONTACT

A. FOR ALL ADDRESSEES: THE MISSION DISASTER RELIEF
OFFICER (MDRO) THE DESIGNATED OFFICER IN EACU USAID
MISSION OR U.S. EMBASSY RESPONSIBLE FOR COORDINATING TUE
DISASTER RESPONSE.

B. OFDA HAS A LATIN AMERICA AND TUE CARIBBEAN REGIONAL
DISASTER ADVISOR TEAM STATIONED IN SAN JOSE, COSTA RICA
(PAUL BELL, RENE CARRILLO, ALEJANDRO JAMES, RICARDO
BERMUDEZ, KATHI MCNEIL - PHONE: 506-231-6805). OFDA'S
CARIBBEAN OFFICE IS STATIONED AT USAID/JAMAICA (JENNIFER
WORRELL-CAMPBELL, SAMANTUA DUQUESNAY - PHONE: 876-926-
3645). OFDA'S AFRICA REGIONAL OFFICE IS BASED IN NAIROBI,
KENYA. THE SENIOR AFRICA REGIONAL ADVISOR IS GREG
GOTTLIEB; RICK AUGSBURGER AND KIM SMITU ALSO ARE STATIONED
IN THE ARO (PHONE: 254-2-74-462). AN OFDA ADVISOR (LIZ
LUKASAVICU) IS CURRENTLY BASED IN HARARE, ZIMBABWE (PHONE:

263-4-720630). THE ASIA AND PACIFIC SENIOR REGIONAL
ADVISOR (TOM BRENNAN) BASED IN MANILA, PHILIPPINES
(PHONE: 63-2-522-4411). REGIONAL ADVISORS SHOULD BE KEPT
OF MDRO ACTIVITIES AND ARE AVAILABLE TO VISIT
POSTS AND PERFORM EMERGENCY DISASTER ASSESSMENTS UPON
REQUEST.

C. IN WASHINGTON. WHEN A DISASTER OCCURS, IT IS
ESSENTIAL THAT INFORMATION BE PASSED TO THE PERSON WITHIN
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OFDA RESPONSIBLE FOR MANAGING TUE DISASTER. THIS WILL

ALLOW OFDA TO RESPOND MOST EFFECTIVELY TO THE EMERGENCY NEEDS GENERATED BY THE DISASTER. TO FACILITATE USAID/OFDA'S ABILITY TO HELP IN THIS REGARD, ALL REQUESTS FOR FUNDS, SITUATION REPORTS, AND OTHER REPORTS SHOULD BE DIRECTED TO THE APPROPRIATE OFDA COORDINATOR. THE REGIONAL COORDINATORS ARE AS FOLLOWS: LATIN AMERICA, CARIBBEAN, ASIA AND PACIFLC (MS. STEPHANIE FRITZ: 202-712-4867); EAST, CENTRAL AND SOUTHERN AFRICA (MS. POLLY BYERS: 202-712-5754); WEST, SAHEL, AND NORTHERN AFRICA (MS. MIKABLA MEREDITH: 202-712-5588); AND EUROPE AND THE NEW INDEPENDENT STATES, MIDDLE EAST AND CENTRAL ASIA (MS. MARIZA ARTIFICTO-ROGERS: 202-712-4899). THE NAME AND CONTACT INFORMATION OF THE REGIONAL COORDINATOR OR OTHER DESIGNATED TEAM MEMBER WILL BE INCLUDED IN OFDA'S CABLED ACKNOWLEDGEMENT OF THE DISASTER DECLARATION. MISSIONS/EMBASSIES SHOULD CALL (202) 712-0400 (DURING DAYTIME HOURS IN WASHINGTON, D.C.). DURING EVENINGS, WEEKENDS AND HOLIDAYS, THE OFDA DUTY OFFICER CAN BE CONTACTED BY CALLING THE STATE DEPARTMENT OPERATIONS CENTER AT (202) 647-1512. OFDA'S FAX NUMBER IS (202) 216-3399.

10. OFDA WELCOMES FEEDBACK ON THIS CABLE OR ANY OTHER COMMENTS ON OFDA ACTIVITIES.

11. MINIMIZE CONSIDERED.
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